

**ADAMS COUNTY PUBLIC WORKS COMMITTEE
FEBRUARY 9, 2010, 1:00 PM
ROOM A231, COURTHOUSE, FRIENDSHIP, WI 53934**

MEMBERS PRESENT: Larry Babcock, Chair
Dean Morgan, Vice-Chair
David Renner, Secretary
Florence Johnson
Mike Keckeisen

OTHERS PRESENT: Myrna Diemert, Solid Waste Director
Everett Johnson
Erik Lietz, Ayres Associates
Dave July, Chief Deputy
Jack Albert, Corporation Counsel
Barb Morgan

CALL MEETING TO ORDER: The meeting of the Adams County Public Works Committee was called to order by Chair, Larry Babcock at 1:02 P.M.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL & APPROVAL OF AGENDA: BABCOCK, MORGAN, JOHNSON, RENNER, KECKEISEN. *Motion by Keckeisen, second by Renner, to approve the Agenda as presented. All in favor. Motion carried.*

APPROVAL OF OPEN SESSION MINUTES FROM JANUARY 5, 2010: *Motion by Renner, second by Babcock, to approve the Open Session minutes as printed for the January 5, 2010 meeting. All in favor. Motion carried.*

PUBLIC PARTICIPATION ON AGENDA ITEMS: There was no public participation.

COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS: Ms. Diemert presented information she received on Adams County being awarded a Brownfield grant for cleanup of the Len Hutchinson property. She also presented the Winter 2010 DNR Newsletter that included an article on the Practical Cents Reuse Project. There was no other correspondence to present.

FINANCIAL REPORT: Ms. Diemert presented the Financial Report for December 2009 and January 2010 and discussion was held. She then presented the Monthly Check Summary for December 2009 and January 2010 and discussion was held. *Motion by Keckeisen, second by Morgan, to approve the Financial Report and Check Summary Report for December 2009 and January 2010. All in favor. Motion carried.*

SITE REPORT: Ms. Diemert handed out and reviewed copies of the Site Report dated February 9, 2010 (see attached copy) and discussion was held. *Motion by Renner, second by Johnson, to approve the Site Report as presented. All in favor. Motion carried.*

UPDATE CLOSURE ACCOUNT: Ms. Diemert stated that County Board approved Resolution #02-

2010 to transfer funds from the sales tax fund to create a new escrow account for Closure. The escrow account has been set up in a CD and is earning 2.27% interest. The DNR has been notified of this change and a Release of Letter of Credit has been requested for the bank.

APPROVE AMENDED AGREEMENT WITH AYRES ASSOCIATES: Ms. Diemert presented an amendment to the Professional Services Agreement with Ayres Associates to provide engineering services for our landfill operations & construction. The amendment deals with hourly rate increases which haven't changed for the past 4 years. Discussion was held. *Motion by Keckeisen, second by Morgan, to approve and sign the Amendment to Agreement. All in favor. Motion carried.*

USDA ARRA GRANT APPROVAL: Ms. Diemert reported on the progress of the grant. She stated that the site inspection by the USDA staff person was done and following discussion, we were told that almost all of the projects that we will be submitting are eligible. Corporation Counsel and Admin & Finance will need to review the application and following appropriate signatures it will be submitted. USDA will determine how much grant money will be allocated and how much, if any, will be a low interest loan. If there is loan money required, then it will need to go to County Board for approval.

UPDATE ON STRONGS PRAIRIE/JUNEAU COUNTY WASTE APPROVAL: Ms Diemert gave an update on the negotiations with Strongs Prairie and Adams County. Dr. Aga Razvi has been hired by Strongs Prairie and is serving as negotiator.

UPDATE LANDFILL OPERATIONAL ORDINANCE #16-1989: Ms. Diemert invited the Sheriff and Corporation Counsel to discuss the Ordinance changes and asked for their comments and support. A rough draft of the changes was presented and discussion was held on enforcement.

EMPLOYEE UPDATE: Ms. Diemert stated that she has not received any new information on the employee who has been off on a Worker's Compensation claim. Ms. Diemert will contact the new Personnel Director for more information.

APPROVAL OF ANY TRAININGS OR CONFERENCES: Ms. Diemert reminded the Committee members of the AROW/SWANA/WCSWMA Winter Conference in February at Chula Vista. Room confirmation information was provided to those attending.

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: The following items will be placed on the next agenda: Erik Lietz from Ayres will give a presentation on micro-turbines and whether or not Adams County's landfill is of sufficient size to warrant the capital expense involved.

NEXT MEETING DATE AND ADJOURN: The next regular monthly meeting will be held on Wednesday, March 10, 2010 at the Courthouse at 1:30 PM. *Motion by Johnson, second by Keckeisen, to adjourn until the next meeting. All in favor. Motion carried.*

Meeting adjourned at 3:18 P.M.

Respectfully submitted,
Myrna Diemert, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

SITE REPORT
February 9, 2009
SOLID WASTE DEPARTMENT

TIPPAGE REPORT: 1,256,220 lbs of garbage were brought in which is the 6th highest amount ever brought into the landfill for January, however, this is approximately 50,000 lbs more than 2009. Because of this, we are up 3.374% in tonnage compared to 2009.

There were 6 new over-the-scale customers during the month and is typical for this time of year. (Minimum of \$360.00 in annual revenues if these new customers use the facility one time per month with minimum weight). Since April 1, 1998 we have had 4,266 new customers over the scale.

MEETINGS/SEMINARS/TRAININGS/CONFERENCES: Attended Admin & Finance Committee meeting at 9:00 regarding sales tax ordinance change and closure account. Then met with staff from Northstar Services regarding new electronics law and how to get them certified as a recycler. Next attended Year End Financial & Accounting Training at 2:00.

Met with staff from Experience Works to fill out paperwork for 3 older workers to work in the office and recycling building. This is paid by the Experience Works program.

Attended County Board on January 19th to give an update on the Landfill operations and the Closure Account. Resolution and Ordinance amendments passed at County Board.

Several conference calls were held through the month with AROW & SWANA staff regarding the upcoming Winter Conference at Chula Vista on February 23rd – 26th.

Several discussions were held throughout the month with Dr. Razvi regarding the Strongs Prairie negotiations for taking out-of-county waste. For January 2010 Clark Disposal brought in 26.05 tons of garbage, (\$1,563.00), and 21.54 tons of recyclables (\$646.20).

Met with CWE and USDA staff on January 22nd for a tour of our operations and discussion on the USDA ARRA Stimulus Grant Application. Grant paperwork is being developed and will be reviewed by Corporation Counsel and Admin & Finance Director. Another meeting is scheduled for February 19th regarding the application process.

Plan to attend County Board on February 16th.

Plan to attend the Federal Property Advisory Committee meeting in Waunakee on February 18th.

Attended other various meetings through the month.

Director was on vacation from January 23rd – 30th.

SITE/EQUIPMENT IMPROVEMENTS: Normal maintenance/repairs were performed.

INSPECTIONS: The Quarterly Gas Probe Monitoring was done in December. No methane gas was detected in the gas monitoring wells.

No other problems, areas of concern, or regulatory issues were encountered. There were no other inspections performed for the month.

LOSS CONTROL/SAFETY/STAFF ISSUES: Performed various daily office management and personnel duties including accident reports for minor injuries to employees. There were no other major injuries reported.

Received notice from Ayres that we are exempt from the new EPA Greenhouse Gas plan model because of our small landfill size which puts us under the threshold.

The annual Compliance Certification was submitted to the DNR for our Landfill License.

***See Site Improvements section for more Loss Control/Safety Issues**

INDUSTRIAL PARK: Regular weekly maintenance continues on the wellhouse pumping system and no problems or defects were identified during these weekly inspections.

ADMINISTRATIVE PROJECTS: During the month of January/February the Director performed the following duties: Arranged some shipments of tires, baled recyclables, computers, fluorescent light bulbs, corrugated, appliances, and scrap metals as needed. Some materials are being stockpiled due to the very poor market conditions. Cardboard and plastics have come up this past month. No market has been found yet for the comingled bales, although, commitments have been received from at least one vendor for the future.

Continued to coordinate new curbside and residential route customer orders. We had 13 new residential/business account customers since the last report which increases our annual revenues by \$3,573.00. We also had 20 customers who cancelled service because they are moving, lack of payment, or couldn't afford, creating an annual loss of \$8,070.00.

Met with marketing vendors and placed ads regarding various advertisements around the county.

Work continues on the proper notifications to the Bank and the DNR regarding the new Escrow Account set up for Closure.

Submitted monthly recycling report to the City of Adams as required.

Completed the WI 2009 Statewide Waste Composition Study Landfill Questionnaire.

Work continues on the 2010 Hazardous Waste Clean Sweep which is scheduled for Saturday, June 26th. Meetings will need to be held in the near future to start planning. Extension and Public Health, along with the Solid Waste Department work together to plan this event.

Worked on new Electronics Law notification to towns. A flyer was developed and copies will be sent to drop-off sites to hand out. Several items will be free to the public, however, there will be a fee to get rid of computer monitors and TV's based on what we get charged to have them hauled away. Effective 9/1/10 these electronics will be banned from landfills and drop-off attendants will need to keep an eye on the loads coming in.

Our application for E-Cycler WI Collector Registration was submitted and will be effective 6/1/10.

Submitted a letter of support to the DNR for the I.A.9 Pollution Prevention and Toxics Reduction in the Great Lakes, EPA-R5-GL2010-1 Educational Outreach to Reduce PBT Deposition from Waste Burning Proposal Grant.

Work continues on the Enterprise Fund changeover. New manual inventory, labor, and fuel allocation systems are being developed.

Continued to work on new language for the Landfill Operational Ordinance. Reviewing other agreements for wording suggestions. New language will provide for a penalty for waste going out-of-county as well as requiring a permit to haul waste and recyclables in Adams County. This permit will allow us to make haulers aware of their responsibilities to make their customer recycle, to provide volumes to the County, and make them aware that they must use the County Landfill site.

Continued to work on a USDA ARRA Stimulus grant which may bring in funding for the Closure Account, new trucks and containers, Cell #4 construction, large grinder and screen for waste reduction & compaction, leachate recirculation plan, building expansion proposed by Ayres Space Needs Study, and feasibility study, initial site report, plan of op for the next landfill expansion. A second visit by USDA staff and the application submittal will be the next phase of the process.

Submitted information and photos on our glass aggregate program to East Central Regional Planning Commission and furnished pictures and test results. They would like to use glass in the reclamation of the quarries in their area.

Also was asked to sit on a DNR WI Glass Workgroup and was assigned Chair of the Beneficial Reuse Group because of our work with glass aggregate. Several Counties, DNR staff, members of the Glass Recycling Institute and other glass markets, and private haulers are on this workgroup.

Monitored Experience Works (previously Green Thumb/Older Workers) workers and submitted paperwork as necessary.

Arranged for 7 employees to have random drug & alcohol tests for CDL drivers.

Furnished hours for W-2, Probation, Parole & Huber workers and coordinated new placements.

LANDFILL CONSTRUCTION: No further work has been done on Cell #4.